

THE BLACK ARCHIVES HISTORY AND RESEARCH
FOUNDATION OF SOUTH FL, INC

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PAPERS PROCESSED

Date Started: September 1, 2004

Collection Title: **T. Willard Fair Collection**

Date Span: N/A

Inclusive Subjects:

These records are a collection of information on Tal Willard Fair. The information was part of the Personalities F Collection located in the black archives. Fair has been president and CEO of the Miami Urban League for 40 plus years, and an active voice in the black community of Miami. The Urban League has been a fixed organization in the Miami community for 60 plus years. This collection contains photographs, resumes, profiles, and newspaper articles.

Brief description of processing procedure:

The records in this collection were located in the Black Archives ready reference room. After a preliminary survey was conducted, it was discovered that the records of Tal Willard Fair were in no particular order. To process the collection, the information under Fair was placed into categories, and then transferred into acid-free file folders. After being appropriately labeled, the folders were organized in alphabetical order and placed in an acid-free box. A content listing was made, and appropriate labels were attached. The boxes were then stored in the collection room. This collection is processed at the file folder level and is now ready for and item level inventory.

T. Willard Fair Collection – Continued

***** Archivist Note:** These records were stored within the Personalities F Collection, and since this is a community archives, it will be an ongoing collection. This collection contains photographs, resumes, profiles, and majority newspaper articles. Upon reviewing the Personalities F Collection, I made the decision to separate Fair's information because of the large amount of information that I found. The T. Willard Fair Collection can be cross referenced with other material in the archives collection. Examples of other collections include Civil Rights, Local Government, Model Cities, & Overtown Transformation, and the Urban League of Miami.

Number of Boxes: 1

Location: Collection Room
Ready Reference Section

Size: .5 linear ft.

Processing Description: File folder level

Date of Completion: 9/10/04

Completed by: Timothy A. Barber
Assistant Archivist

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PUBLIC ARCHIVES LIST

Collection Title: T. Willard Fair

Box / File #	Record Description	Dates
1/1	T. Willard Fair- Photographs	
1/2	T. Willard Fair- Profiles	
1/3	T. Willard Fair- Publications	
1/4	T. Willard Fair- News Articles- General-1978	1978
1/5	T. Willard Fair- News Articles- General-1980	1980
1/6	T. Willard Fair- News Articles- General-1981	1981
1/7	T. Willard Fair- News Articles- General-1983	1983
1/8	T. Willard Fair- News Articles- General-1984	1984
1/9	T. Willard Fair- News Articles- General-1985	1985
1/10	T. Willard Fair- News Articles- General-1986	1986
1/11	T. Willard Fair- News Articles- General-1987	1987

Collection Title: T. Willard Fair

Box / File #	Record Description	Dates
1/12	T. Willard Fair- News Articles-Speak Out- 1984	1984
1/13	T. Willard Fair- News Articles- Speak Out- January 1984	1984
1/14	T. Willard Fair- News Articles- Speak Out- March 1984	1984
1/15	T. Willard Fair- News Articles- Speak Out- April 1984	1984
1/16	T. Willard Fair- News Articles- Speak Out- May 1984	1984
1/17	T. Willard Fair- News Articles- Speak Out- June 1984	1984
1/18	T. Willard Fair- News Articles- Speak Out- July 1984	1984
1/19	T. Willard Fair- News Articles- Speak Out- August 1984	1984
1/20	T. Willard Fair- News Articles- Speak Out- September 1984	1984
1/21	T. Willard Fair- News Articles- Speak Out- October 1984	1984
1/22	T. Willard Fair- News Articles- Speak Out- November 1984	1984
1/23	T. Willard Fair- News Articles- Speak Out- December 1984	1984

Collection Title: T. Willard Fair

Box / File #	Record Description	Dates
1/24	T. Willard Fair- News Articles- Speak Out- January 1985	1985
1/25	T. Willard Fair- News Articles- Speak Out- February 1985	1985
1/26	T. Willard Fair- News Articles- Speak Out- March 1985	1985
1/27	T. Willard Fair- News Articles- Speak Out- April 1985	1985
1/28	T. Willard Fair- News Articles- Speaking Out- April 1985	1985
1/29	T. Willard Fair- News Articles- Speaking Out- May 1985	1985
1/30	T. Willard Fair- News Articles- Speaking Out- June 1985	1985
1/31	T. Willard Fair- News Articles- Speaking Out- July 1985	1985
1/32	T. Willard Fair- News Articles- Speaking Out- September 1985	1985
1/33	T. Willard Fair- News Articles- Speaking Out- 1985	1985